



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT GORDON
307 CHAMBERLAIN AVENUE
FORT GORDON, GEORGIA 30905-5730

IMGO-ZA

JAN 06 2014

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Garrison Commander's Policy Memorandum No 81 - Background Check
Suitability Determination

1. References:

- a. AR 210-5
- b. DODI 1402.5
- c. Public Law 101-647 Sec 231
- d. AR 215-3

1. All DA Civilian, NAF Civilian, volunteers and contractors who work with children will have appropriate background checks completed IAW with requirements specified in the references in paragraph 1, and their suitability file must be approved and signed by the Garrison Commander before being brought on board. This also includes on-board employees who are selected for positions where there is a nexus between certain aspects of the employee's finances and the duties and responsibilities of the new position. The only exception to this is where allowances exist for certain employees to be permitted to work under "line of sight supervision (LOSS)" on a temporary basis until all applicable background checks are completed, and the suitability file is approved and signed by the Garrison Commander.

2. Strict adherence to this policy is essential to protecting our children, Families, and our workforce. All offices with employees, volunteers and/or contractors who work with children will include the attached signature sheet in the suitability files in order to properly document the Garrison Commander's approval.

3. The proponent for this policy letter is the Deputy to the Garrison Commander, 706-791-6300.


SAMUEL A. ANDERSON
COL, SC
Commanding